



WILLIAM T FUJIOKA  
Chief Executive Officer

## County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration  
500 West Temple Street, Room 713, Los Angeles, California 90012  
(213) 974-1101  
<http://ceo.lacounty.gov>

October 30, 2012

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**DEPARTMENT OF PUBLIC WORKS:  
OLIVE VIEW - UCLA MEDICAL CENTER  
CHILD CARE CENTER REPLACEMENT PROJECT  
CATEGORICAL EXEMPTION  
ADOPT, ADVERTISE, AND AWARD CONSTRUCTION CONTRACT  
SPECS. 7051; CAPITAL PROJECT NO. 77293  
(FIFTH DISTRICT) (3 VOTES)**

### **SUBJECT**

The recommended actions will find this project exempt from the California Environmental Quality Act (CEQA), adopt the plans and specifications, allow advertising for construction bids, and award a construction contract for the Olive View - UCLA Medical Center Child Care Center Replacement project.

### **IT IS RECOMMENDED THAT THE BOARD:**

1. Find that the proposed project is exempt from CEQA for the reasons stated in this letter and in the record of Project No. 77293.
2. Approve the Olive View - UCLA Medical Center (OV) Child Care Center Replacement project in the amount of \$3,465,000.
3. Adopt the plans and specifications that are on file with the Department of Public Works' Architectural Engineering Division for construction of the Olive View - UCLA Medical Center Child Care Center Replacement project, at an estimated construction contract cost of \$2,500,000.

*"To Enrich Lives Through Effective And Caring Service"*

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Intra-County Correspondence Sent Electronically Only***

Board of Supervisors  
GLORIA MOLINA  
First District

MARK RIDLEY-THOMAS  
Second District

ZEV YAROSLAVSKY  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

4. Instruct the Executive Officer of the Board of Supervisors to advertise for bids to be received and opened on November 27, 2012, in accordance with the Instruction Sheet for Publishing Legal Advertisements.
5. Authorize the Director of Public Works or her designee to execute a consultant services agreement with the apparent Lowest Responsive and Responsible Bidder to prepare a baseline construction schedule for a \$5,000 not-to-exceed fee funded by the existing project funds and to establish the effective date following the Board's approval.
6. Approve the project and delegate to the Director of Public Works or her designee the authority to reject all non-responsive bids and determine, in accordance with the applicable contract and bid documents, whether the apparent Lowest Responsive and Responsible Bidder has timely prepared a satisfactory baseline construction schedule that satisfies all conditions for contract award, including the criteria adopted by the Board for contract award. Upon determination that all such conditions have been satisfied, authorize the Director of Public Works or her designee to award and execute the construction contract, in the form previously approved by County Counsel, to the apparent Lowest Responsive and Responsible Bidder, and to establish the effective date of the contract upon receipt of acceptable performance and payment bonds and evidence of required contractor insurance; and to take all actions necessary and appropriate to fully deliver the project.

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of the recommended actions will find that the project is exempt from CEQA, adopt the plans and specifications for the project, allow the Department of Public Works (Public Works) to advertise for construction bids, authorize Public Works to execute a consultant services agreement with the apparent Lowest Responsive and Responsible Bidder for the preparation of a baseline schedule, and award a construction contract for the Olive View - UCLA Medical Center Child Care Center Replacement project.

The proposed project, located at 14445 Olive View Drive, Sylmar, California, will replace the Child Care Center that was severely damaged by the Sayre Fire Disaster in November 2008 and, consequently, had to be demolished. The damaged Child Care Center was a 5,200-square-foot, single-story, wood-framed building with wood siding and an asphalt shingle roof, and had a capacity for 84 children. The new Child Care Center will be a single-story, 5,200-square-foot building that will include classrooms, a director's office, staff room, storage room, kitchen, restrooms, play areas, capacity for 84 children, and will carry the same programming as prior to the disaster. In addition,

the new Child Care Center has been designed and will be constructed as a licensed facility for child care, as it was prior to the disaster, and will be in compliance with the required building codes. The jurisdictional approval process took longer than planned. The Fire Department's plan review corrections required improving the campus fire hydrants in the area and bringing the flow rate to the Countywide standard of 2,250 gallons per minute. All required jurisdictional approvals for the construction plans have been obtained.

It is recommended that the Board authorize the Director of Public Works or her designee to award and execute a construction contract to the Lowest Responsive and Responsible Bidder (as defined in the Facts and Provisions/Legal Requirements section of this letter). If the low bid cannot be accommodated within the approved total project budget, a contract will not be awarded and we will return to the Board with revised funding recommendations.

The proposed consultant services agreement requires the apparent Lowest Responsive and Responsible Bidder to prepare a baseline construction schedule that conforms to Los Angeles County's (County) schedule specification, which is critical to successfully manage construction activities by both the contractor and the County. Bid documents provide that if the apparent Lowest Responsive and Responsible Bidder fails to complete an acceptable construction schedule, the Director of Public Works may return to the Board to recommend that the bidder be determined nonresponsive and recommend awarding the construction contract to the next apparent Lowest Responsive and Responsible Bidder, contingent on that bidder completing a baseline schedule that conforms to the County's specifications.

It is anticipated that the project will begin in January 2013 and construction be completed in October 2013.

### **Sustainable Design Program**

The project supports the Board's Sustainable Design Program by implementing design features that are consistent with the Low Impact Design Standards. The project will use water-efficient fixtures and will implement the use of native and/or drought-tolerant landscaping where possible to reduce the amount of potable water consumed.

### **Implementation of Strategic Plan Goals**

The Countywide Strategic Plan directs the provision of the improvement of Community and Municipal Services (Goal 3) by offering a wide range of services responsive to each

community's specific needs. This project will help achieve these goals as it provides for a quicker recovery from disasters.

### **FISCAL IMPACT/FINANCING**

Public Works' fair construction cost estimate for the construction contract is \$2,500,000 without contingency. The total project cost estimate for the Child Care Center is \$3,465,000, including plans and specifications, jurisdictional approval fees, consultant services, change order contingency, and the County's services.

The Project Schedule and Budget Summary are included in Attachment A.

The project is funded by Federal and State disaster assistance funding at \$2,727,000 and a net County cost contribution of \$738,000 that is funded by the Olive View -UCLA Medical Center included in the Fiscal Year 2012-13 Final Budget.

There is sufficient appropriation in the Fiscal Year 2012-13 Capital Projects/Refurbishments Budget under Capital Project No. 77293 to fully fund the project. The architectural/engineering (A/E) design services were previously funded by Federal and State disaster assistance funding and a net County cost contribution that was funded by Olive View-UCLA Medical Center. On July 1, 2008, the Board awarded and authorized the Director of Public Works to execute consultant services agreement with HH Fremer Architects, Inc. (Fremer), to provide as-needed A/E design review services for various County projects.

On February 18, 2010, the Director of Public Works issued a Notice to Proceed to Fremer to provide A/E services for a \$166,500 total not-to-exceed fee for the OVMC-UCLA Medical Center Child Care Center Replacement Project.

### **Operating Budget Impact**

Following completion of construction for the proposed project, the Olive View - UCLA Medical Center will maintain the new building with funds available in the Fiscal Year 2012-13 operating budget.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The contract contains terms and conditions supporting the Board's ordinances and policies, including, but not limited to: County Code Chapter 2.200, Child Support Compliance Program; County Code Chapter 2.202, Contractor Responsibility and Debarment; County Code Chapter 2.203, Contractor Employee Jury Service Program;

County Code Chapter 2.206, Defaulted Property Tax Reduction Program; Board Policy 5.050, County's Greater Avenues for Independence and General Relief Opportunities (GAIN/GROW); Board Policy 5.060, Reporting of Improper Solicitations; Board Policy 5.110, Contract Language to Assist in Placement of Displaced County Workers; and Board Policy 5.135, Notice to Contract Employees of Newborn Abandonment Law (Safely Surrendered Baby Law).

Applicable law, including the State Public Contract Code, requires the County to award the construction contract to the apparent Lowest Responsive and Responsible Bidder, which refers to the firm that: (1) submits the lowest-price bid; (2) is deemed by the County to be "responsive" to specific criteria under the solicitation, including, but not limited to, base line construction schedule, licensure, bonding, and insurance requirements; and (3) is determined by the County to have demonstrated the quality, fitness, capacity, experience, and trustworthiness to satisfactorily perform the work required under the bid solicitation.

To ensure that the contract is awarded to a responsible contractor with a satisfactory history of performance, bidders are required to report violations of the False Claims Act, criminal convictions, civil litigation, defaulted contracts with the County, complaints filed with the Contractors State License Board labor law/payroll violations, and debarment actions. As provided for in Board Policy 5.140, the information reported by the contractor will be considered before contract award.

Pursuant to the Board's Civic Art Policy, the proposed project is exempt from the Civic Art fee as the funding source does not provide support.

### **ENVIRONMENTAL DOCUMENTATION**

The proposed project is categorically exempt from CEQA. The project, to replace a damaged Child Care Center with the same facility, is within a class of projects that has been determined not to have a significant effect on the environment in that it meets the criteria set forth in Section 15302(b) of the State CEQA Guidelines, and Class 2(a) of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G. The project involves replacement or reconstruction of an existing structure destroyed by the Sayre Fire with a new structure of the same purpose, capacity, and size on the same site as the structure replaced. In addition, the project is not in a sensitive environment and there are no cumulative impacts or unusual circumstances; the project will not alter a historic resource and there are no other limiting factors that would make the exemption inapplicable based on the project records.

Upon the Board's approval of the project, Public Works will file a Notice of Exemption with the Registrar-Recorder/County Clerk in accordance with Section 15062 of the State CEQA Guidelines.

### **CONTRACTING PROCESS**

A standard contract, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees will be included in the contract.

As required by the Board, language has been incorporated into the project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees that they may be eligible for the Federal Earned Income Credit under the Federal income tax law (Federal Income Tax Law, Internal Revenue Service Notice 1015).

Advertising for bids will be in accordance with the County's standard Instruction Sheet for Publishing Legal Advertisements (Attachment B).

As requested by the Board on February 3, 1998, this contract opportunity will be listed on the Doing Business with Us website. In addition, prospective bidders will be able to download plans and specifications on Public Works' website, free of charge. Following receipt of bids and award of the consultant services contract for preparation of a baseline construction schedule to the apparent Lowest Responsive and Responsible Bidder, we will award a construction contract in accordance with the authority delegated in this Board letter.

Participation by Community Business Enterprises (CBEs) in the project is encouraged through the Public Works' CBE Outreach Program and by monitoring the good faith efforts of bidders to utilize CBEs.

A copy of the plans and specifications are on file in the Architectural Engineering Division of Public Works.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

There will be no impact on current County services or projects during the implementation of the proposed project.

The Honorable Board of Supervisors  
October 30, 2012  
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**CONCLUSION**

Please return one adopted copy of this letter to the Chief Executive Office (County Disaster Administrative Team) and Public Works (Project Management Division II).

Respectfully submitted,



WILLIAM T FUJIOKA  
Chief Executive Officer

WTF:NH:CK  
BC:tlh

Attachments (2)

c: Executive Office, Board of Supervisors  
Auditor-Controller  
County Counsel  
Health Services  
Public Social Services (GAIN/GROW Program)  
Public Works  
Internal Services (Countywide Contract Compliance)

**ATTACHMENT A**

**DEPARTMENT OF PUBLIC WORKS:  
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**I. PROJECT SCHEDULE**

<b>Project Activity</b>	<b>Revised Completion Date</b>
Design Contract Execution Construction Documents Jurisdictional Approvals	02/18/10* 10/17/11* 08/07/12*
Construction Bid and Award	12/18/12
Construction Contractor NTP Substantial Completion Construction Completion Acceptance	01/24/13 09/23/13 10/23/13 11/21/13

\*Indicates completed activity.



## II. PROJECT BUDGET SUMMARY

Budget Category	Project Budget
Land Acquisition	\$ 0
Construction	
Low Bid Construction Contract	\$ 2,500,000
Change Orders (15 percent)	\$ 375,000
Subtotal	\$ 2,875,000
Plans and Specifications	\$ 52,000
Consultant Services	
Deputy Inspection (Geotechnical)	\$ 50,000
Material Testing	\$ 50,000
Subtotal	\$ 100,000
Miscellaneous Expenditures	
Printing	\$ 5,000
Subtotal	\$ 5,000
Jurisdictional Review/Plan Check/Permit	
Building and Safety – Other	\$ 5,000
Fire Department Inspection	\$ 5,000
Subtotal	\$ 10,000
County Services	
Code Compliance and Quality Control	
Inspections	\$ 110,000
Contract Administration	\$ 35,000
Project Management	\$ 180,000
Secretarial	\$ 18,000
Document Control	\$ 12,000
Project Technical Support	\$ 20,000
Consultant Contract Recovery	\$ 33,000
ISD CO-Wide Contract Compliance	\$ 15,000
Subtotal	\$ 423,000
<b>Total</b>	<b>\$ 3,465,000</b>

October 30 2012

**ATTACHMENT B**

**DEPARTMENT OF PUBLIC WORKS:  
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PUBLISHING LEGAL ADVERTISEMENTS: In accordance with the State of California Public Contract Code Section 20125, you may publish once a week for two weeks in a weekly newspaper or ten times in a daily newspaper. Forward three reprints of this advertisement to Architectural Engineering Division, Department of Public Works, 900 South Fremont Avenue, 8th Floor, Alhambra, California 91803-1331.

**OFFICIAL NOTICE  
INVITING BIDS**

Notice is hereby given that the Director of Public Works will receive sealed bids for furnishings, materials, labor, and equipment required to complete construction for the following work:

<b><u>SD</u></b>	<b><u>PROJECT</u></b>	<b><u>BID DOC. FEE</u></b>	<b><u>DATE OF BID OPENING</u></b>
5	Olive View - UCLA Medical Center Child Care Center Replacement 14445 Olive View Drive Sylmar, California	\$50	November 27, 2012

Copies of the project manual and drawings may be downloaded for free from the Los Angeles County Public Works website <http://dpw.lacounty.gov/go/constructioncontracts>; or for \$50, copies of the project manual and drawings may be obtained at the Cashier's office, Department of Public Works, 900 South Fremont Avenue, Mezzanine Floor, Alhambra, California 91803. For bid information, please call (626) 458-2563. Each bid shall be submitted on the required form, sealed, and filed at the Cashier's office no later than 2:00 p.m., on the date indicated. Bids will be publicly opened, examined, and declared by Public Works at 2:30 p.m., on this date in the Department of Public Works' Main Conference Rooms, 900 South Fremont Avenue, Alhambra, California 91803.

Bids must conform to the drawings and project manual and all bidding requirements. This project requires the prime contractor to possess an active-B license classification at the time of bid submittal. The contractor should verify to his/her satisfaction that he/she holds the correct license for this type of project. The contractor and all of its subcontractors of any tier shall be required to pay prevailing wages to all workers employed in the execution of the project in accordance with Labor Code Section 1770 et seq. Copies of prevailing rate of per diem wages are on file at Public Works, which shall be made available to any interested party upon request.

### **PRE-BID CONFERENCE**

The Public Works' Project Management Team will hold a pre-bid conference at 10 a.m., on November 8, 2012, at the project job site to provide information on the project, bidding process, and answer questions that the potential bidders may have. For further directions, please contact Ms. Cheryl Wong with the Public Works' Architectural Engineering Division at (626) 300-2330.

### **OTHER INSTRUCTIONS**

The County supports and encourages equal opportunity contracting. The contractor shall make good faith efforts, as defined in Section 2000 of the Public Contract Code, to contract with Community Business Enterprises.

The Board of Supervisors reserves the right to reject any or all bids or to waive technical or inconsequential errors and discrepancies in bids submitted in the public's interest.



Upon 72 hours notice, Public Works can provide program information and publications in alternate formats or make other accommodations for people with disabilities. In addition, program documents are available at our main office in Alhambra (900 South Fremont Avenue), which is accessible to individuals with disabilities. To request accommodations ONLY, or for more ADA information, please contact our departmental ADA Coordinator at (626) 458-4081 or TDD (626) 282-7829, Monday through Thursday, from 7 a.m. to 5:30 p.m.

Si necesita información en español, por favor llame al Teléfono (626) 458-2563.



Con 72 horas de noticia, el Departamento puede proveerle información y publicaciones sobre el programa y formatos alternativos o hacer adaptaciones para incapacitados. Además, documentación sobre el programa está disponible en nuestra oficina principal en Alhambra (900 South Fremont Avenue), la cual es accesible para individuos con incapacidades. Para solicitar adaptaciones SOLAMENTE, o para más información del ADA, póngase en contacto con nuestro Coordinador del ADA del Departamento al (626) 458-4081 o TDD (626) 282-7829, de lunes a jueves de las 7 a.m. a 5:30 p.m.

By order of the Board of Supervisors of the County of Los Angeles, State of California  
dated October 30, 2012.

Specs. 7051

SACHI A. HAMAI, EXECUTIVE OFFICER  
OF THE BOARD OF SUPERVISORS  
OF THE COUNTY OF LOS ANGELES